

MINUTES
Recreation Commission
City of Willoughby Hills
September 5, 2018

- CALL TO ORDER: 7:00 PM

PRESENT: Dee Germano, Sandy Grubiss, Lynn Hallum,
Joseph Jarmuskiewicz and Jeanne Kaston

ABSENT: Chairman Jim Walsh, Vice-Chairman Jeff Fruscella, and Kristina Zeleznik

ALSO PRESENT: Katherine Lloyd, Clerk pro tem.

Kristina Zeleznik is unable to attend due to unexpected company at airport

Jim Walsh is unable to attend due to a friend who is ill.

Jim Walsh asked Lynn Hallum to Chair the meeting today.

Chairperson *pro tem* for the 9/5/18 Recreation Commission meeting is Lynn Hallum.

DISPOSITION of the MINUTES OF July 31, 2018

Amendments were made to the Sports Update report under the Recreation Coordinator's Report section.

MOTION: Joe Jarmuskiewicz moved that the Commission approve the minutes of July 31, 2018 as amended.

Seconded by Sandy Grubiss.

Voice Vote: 5 Ayes and 1 Abstention (Hallum)

Motion passes 4/0.

CORRESPONDENCE

- Email 8/29/18 to Finance RE: July & August 460 Fund Reports.
- Email 8/30/18 to News-Herald RE: 9/5/18 Recreation Commission Meeting.
- Email 8/30/18 to WH Communications RE: 9/5/18 Recreation Commission Meeting.

COUNCIL REPRESENTATIVE'S REPORT (Hallum)

- The Boys League is still working on updating the MOU. Hopefully they will get it back to me soon. They are meeting on Monday. Once I receive it, the MOU will be re-introduced to Council. Hopefully the Ordinance can be 'untabled'. Perhaps we may have to create a new one and then get it through Council.

RECREATION COORDINATOR'S REPORT

We do not have Recreation Coordinator.

Sports Update was given by Joe Jarmuskiewicz.

- **Flag Football**
 - Practice has started. 60-70 boys and girls are signed up. More registrations have been received in the box. He will tell Tom. Due to no practice on Labor Day weekend, practices continue this week. Games start Sept. 15th
 - Game Schedule and Field Preparation. They intend to talk to Service Dept. about possibly lining the old field on top. That field is flatter and drains better. Joe will follow up on Monday.
- **Boys League** meets on Monday. They are looking for nominations for new officers. They plan to bring the Girls Softball into the league. People who are interested or interested in building the league or help with Concessions, etc. are welcome to attend. They are needed to build up the membership of the league to take care of the different sports we are trying to do. People need to be trained to fill in for parents whose kids outgrow the league so it can continue. Joe will send info to Sandy who will post on the Recreation Page.
- **Edison School Carnival:** Their PTO asked if Recreation or the Sports League would like to have a table at the Carnival to talk about the leagues and recreation events. It would be a good opportunity to advertise the league, recruit and provide general information. It will be discussed at the Monday meeting.

COMMUNITY CENTER AND RENTAL REPORTS & COMMUNITY CENTER USAGE REPORT

- **Report** is not available. The report comes from the Recreation Coordinator which we do not have.
- Per discussion
 - No reservations are being taken for the Community Center. There is no one to take reservations, show the facility or write up a contract.
 - There is no staffing
 - The facility is perceived by the Senior Connection and other groups as being less safe, not as warm and has no monitor or onsite contact person
 - Expenses of the building continue.
- **460 Report:** Ask Finance to show the Rental Income from the Community Center specifically.
 - When asked two months ago, the income was already down \$7,500 for the year.
 - The number of remaining booked reservations are declining.

460 FUND REPORTS for July and August 2018

July and August reports are here.

In August, the Unencumbered Balance is \$24,564.14.

- **Reimbursement of the Grant for the Tennis Court**
 - Part of the money not yet recovered is the grant for the tennis courts. Without a Law Director, what is needed to be written to recover that has not been done.
 - **Status of the Law Director:** Councilman Hallum and Councilman Fiebig asked about progress on the Law Director at the Special Council meeting the other day with no response.
- **Bleachers for the Baseball Fields:**
 - **Expenditure** was made this year to get bleachers and have them put up. There is a lot of good feedback and appreciation for the Recreation Commission and the Service Department because of the bleachers.
 - **Status of Bleachers:** They were put together. They are up but are currently still on the old cement pads. The Service Department needs the same weather to pour concrete and install the benches as they need to work with asphalt on the roads. The Service Dept. would like to get

the bleachers done this year. If not it would be moved to Spring, 2019 when scheduling would depend on when the asphalt plant opened.

- The money for the bleachers has been appropriated and set aside for the whole job. They need to have the time and manpower to finish it.
- People are using the bleachers to watch football now that baseball is over.
- **Recreation Commission Statement:**
Many people did not realize that it was the Recreation Commission that paid for the bleachers. As a volunteer Commission, we do the Pancake Breakfasts, the Spring and Fall Craft Shows, etc. We volunteer at all of our events which generate the money that goes into our 460 Fund that allows us to make improvements to the baseball fields, their drainage, paying for dirt, paying for bleachers, paying for the soccer fields that were fixed at Garfield, the new tennis courts. All that came out of this volunteer commission and the other people who volunteer at our events. Not having the Craft Show and depending on how long the Commission is not able to sustain our activities, like the Pancake Breakfasts, those funds will go away. The plan was to buy more bleachers next year and perhaps fix more baseball fields. We need the support from being able to use the Community Center and being supported by a Recreation Coordinator who helps us take registrations for those events. Despite all of our volunteer efforts, we will not be able to raise the money to pay for continued improvements.

These are Fundraising Events. The revenue raised from those is being used to improve the City. Expenses are paid out of the fund-raising money that has already been collected and the money that is taken in is also from the fundraising events and expensed to improve the City and not anything out of our budgeted money.

- \$1,500.00 NOPEC Grant – Jim planned to ask Frank Brichacek to refund the allocated \$1500.00. No further discussion.
- \$1,200.00 Public Health Grant from Lake County for Bike Path. No further discussion.

UNFINISHED BUSINESS

- **Concession Stand at Roemisch Field:**
 - No update from the League.
 - Plaque: Lynn did bring it back to the League. She spoke with Tom Elliott about wording. He is all for it. Lynn will draft a final proposal and present it at the meeting on 9/10/18. She does not think it will cost that much. She suggests that the project move forward and be completed.
 - Naming of the Field and Park: No further discussion.
- **New Bleachers- status.**
Report made under the 460 Reports. Until the concrete pads are done, they will stay on the Agenda with completion anticipated in the Spring, 2019.
- **Discussion of Upcoming Events –continued.**
At the previous meeting, we cancelled the Craft Show
 - Touch-A-Truck (Saturday, 9/15) – It is a Fire Department event but is listed on the Event Page. Rec Commission typically has a booth there with candy. Events would be publicized and flyers handed out. It is more of a service than a necessity. They have not contacted the Rec Commission about it. Rec does not have money or supplies to put on the booth.
 - Wellness Run with Cleveland Clinic and Classic (Sunday, 10/14) - This is a Clinic event. Rec Commission really does not do a lot for that.

- Halloween Party (Friday, 10/19) – We regretfully need to cancel the Halloween Party with its games and hayride due to the lack of support and manpower for it to happen. This is a hard negative decision reach after a lengthy discussion. It came down to lack of manpower and money, no Coordinator for registrations, volunteers and set up.
- Trick or Treat and Trunk or Treat (Wednesday, 10/31) – it is much less labor intensive but still requires organization. Another place is now having a Trunk or Treat. People had a lot of fun. There were about 10 cars that were all decorated. Rec Coordinator did all the registrations. Facebook event and assessment of interest planned. Pictures from last year will be posted. Interest will be assessed and a decision will be made at the October meeting.
- Art Gallery Reception (Friday, 11/9) and Quilt Hanging (11/15) – At a previous meeting, there was discussion that they were not comfortable with the Art or the Quilt hanging when there was no one on location all day. So far, there is no indication that the laid-off workers will be back on the job. The Recreation Commission has not had much to do with the Art Galley or Quilt Hanging. Usually posted on Facebook. Gloria will be contacted since she usually took care of it. Final decision at the October meeting.
- December Events- Tabled until October Meeting.
 - Winter Fest and Christmas Card Lane (Sunday, Dec. 2).
 - Breakfast with Santa (Saturday, Dec. 8) – The Rec Coordinator fielded all the calls and registered the participants.

NEW BUSINESS

- 1.) Recreation Commission -- Next Steps and Operating Guidelines in Light of Current Defunding Environment. -- See discussion under Unfinished Business.
- 2.) Next meeting will be on October 3.

PUBLIC PORTION Opened at 7:33PM

No Public Input

Public Portion closed at 7:33 PM.

ADJOURNMENT: Meeting adjourned at 7:34 PM by Lynn Hallum.


Katherine Lloyd, Clerk *pro tem*


Chairman

Date approved: 11-7-2018

Note: Meetings of the Recreation Commission are recorded and recordings are public record.